

Norway-Sandvika: Supply services of personnel including temporary staff

OJ S 70/2019 09/04/2019

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Bærum kommune

National registration number: 935478715

Postal address: Postboks 700

Town: Sandvika

NUTS code: NO Norge

Postal code: 1304

Country: Norway

Contact person: Jorunn Rian

E-mail: jorunn.rian@baerum.kommune.no

Telephone: +47 48247965

Internet address(es):Main address: <https://permalink.mercell.com/103347079.aspx>Address of the buyer profile: <http://www.baerum.kommune.no/>**I.1. Name and addresses**

Official name: Hurum kommune

Town: 3475 Sætre

NUTS code: NO032 Buskerud

Country: Norway

E-mail: postmottak@hurum.kommune.no**Internet address(es):**Main address: <http://www.hurum.kommune.no/>**I.1. Name and addresses**

Official name: Røyken kommune

Town: 3440 Røyken

NUTS code: NO032 Buskerud

Country: Norway

E-mail: postmottak@royken.kommune.no**Internet address(es):**Main address: <https://www.royken.kommune.no/>**I.1. Name and addresses**

Official name: Asker kommune

Town: 1371 Asker

NUTS code: NO012 Akershus

Country: Norway

E-mail: postmottak@asker.kommune.no**Internet address(es):**

Main address: <https://www.asker.kommune.no/>

I.1. Name and addresses

Official name: Drammen kommune

Town: 3008 Drammen

NUTS code: NO032 Buskerud

Country: Norway

E-mail: kommunepost@drmk.no

Internet address(es):

Main address: <https://www.drammen.kommune.no/>

I.1. Name and addresses

Official name: Svelvik kommune

Town: 3060 Svelvik

NUTS code: NO033 Vestfold

Country: Norway

E-mail: postmottak@svelvik.kommune.no

Internet address(es):

Main address: <https://www.svelvik.kommune.no/>

I.1. Name and addresses

Official name: Nedre Eiker kommune

Town: 3051 Mjøndalen

NUTS code: NO032 Buskerud

Country: Norway

E-mail: post@nedre-eiker.kommune.no

Internet address(es):

Main address: <https://www.nedre-eiker.kommune.no/>

I.1. Name and addresses

Official name: Asker og Bærum brannvesen IKS

Town: 1372 Asker

NUTS code: NO012 Akershus

Country: Norway

E-mail: abbv@asker.kommune.no

Internet address(es):

Main address: <https://www.abbv.no/>

I.1. Name and addresses

Official name: Bærum kommune

Town: 1304 Sandvika

NUTS code: NO012 Akershus

Country: Norway

E-mail: post@baerum.kommune.no

Internet address(es):

Main address: <https://www.baerum.kommune.no/>

I.2. Information about joint procurement

The contract involves joint procurement

I.3.

Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://permalink.mercell.com/103347079.aspx>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://permalink.mercell.com/103347079.aspx>

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Framework Agreements — Staffing Services

Reference number: 2019/1425

II.1.2. Main CPV code

79620000 Supply services of personnel including temporary staff

II.1.3. Type of contract

Services

II.1.4. Short description

The objective of the contract is to secure access to qualified personnel in extraordinary situations requiring more resources than the Contracting Authority has at their disposal at the relevant time. The Framework Agreement will cover all municipal activities/service locations in the municipalities/inter-municipal companies within the specified areas.

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

Childhood and Education

Lot No: 1

II.2.2. Additional CPV code(s)

79620000 Supply services of personnel including temporary staff

II.2.3. Place of performance

NUTS code: NO012 Akershus

NUTS code: NO032 Buskerud

NUTS code: NO033 Vestfold

II.2.4. Description of the procurement

Nursery schools and schools.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 30/06/2019 End: 01/07/2021

This contract is subject to renewal: yes

Description of renewals:

12 + 12 months.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:

no

II.2.14. Additional information**II.2. Description****II.2.1. Title**

Mercantile Personnel

Lot No: 2

II.2.2. Additional CPV code(s)

79620000 Supply services of personnel including temporary staff

II.2.3. Place of performance

NUTS code: NO012 Akershus

NUTS code: NO032 Buskerud

NUTS code: NO033 Vestfold

II.2.4. Description of the procurement

Case managers, advisors, finance, HR, payroll, accounting, etc.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 30/06/2019 End: 01/07/2021

This contract is subject to renewal: yes

Description of renewals:

12 + 12 months.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

Service Personnel
Lot No: 3

II.2.2. Additional CPV code(s)

79620000 Supply services of personnel including temporary staff

II.2.3. Place of performance

NUTS code: NO012 Akershus
NUTS code: NO032 Buskerud
NUTS code: NO033 Vestfold

II.2.4. Description of the procurement

Cleaning, caretaker, cook, etc.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Start: 30/06/2019 End: 01/07/2021
This contract is subject to renewal: yes
Description of renewals:
12 + 12 months.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

IT Personnel
Lot No: 4

II.2.2. Additional CPV code(s)

79620000 Supply services of personnel including temporary staff

II.2.3. Place of performance

NUTS code: NO012 Akershus

NUTS code: NO032 Buskerud

NUTS code: NO033 Vestfold

II.2.4. Description of the procurement

Operations, support, development, etc.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Start: 30/06/2019 End: 01/07/2021

This contract is subject to renewal: yes

Description of renewals:

12 + 12 months.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Requirement: tenderers shall be a legally established company.

Documentation requirement: Norwegian companies: company registration certificate

Foreign companies: verification that the company is registered in a trade or business register as prescribed by the law of the country where the tenderer is established.

Requirement: tenderers must be registered in the Norwegian Labour Inspection Authority's register for submitting and registering of staffing companies. This requirement also applies for sub-contractors. Service provider/sub-contractors that are not registered will be rejected.

Documentation requirement: the Contracting Authority will check if the service provider/sub-contractors are registered in the Norwegian Labour Inspection Authority's register.

The certificate should not be older than 6 months calculated from the deadline submission date for the tender.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

Requirement: the tenderer is required to be financially solvent, which gives the Contracting Authority the security that the tenderer will be financially viable throughout the period of the agreement.

A creditworthiness of A (creditworthy) is required to be eligible for this competition. Tenderers with a lower rating will be rejected.

Documentation requirement: extended credit rating/report, not older than 3 months, from a publicly certified credit rating company, which includes a credit rating of the tenderer — typically given by a letter, grade or a brief text, as well as an explanation of this. The report must be based on the last known fiscal figures. The date must be clear.

Companies without sufficient credit rating, newly started companies with a credit rating of AN, individual foreign companies or companies without reporting obligation to the Brønnøysund Register Centre will not always be able to document that the requirement is met. In such instances, they will be able to compensate with a satisfactory credit rating which provides an equivalent security for implementation ability. These alternative documents must be included with the tender.

If the tenderer has valid reasons for not being able to provide the documentation requested by the Contracting Authority, the tenderer can prove the economic and financial position with any other document that the Contracting Authority deems suitable.

Minimum level(s) of standards possibly required:

Credit worthy: A.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

Requirement: significant experience from similar assignments/deliveries is required. Tenderers must have experience from a minimum of 2 equivalent assignments of at least the same size within the temporary staff category the tender is submitted for. For category 1, the same requirements are set, but the size of the assignments must be a minimum of 20 000 000 NOK per year per assignment/contract. For category 2, the same requirements are set, but the size of the assignments must be a minimum of 5 000 000 NOK per year per assignment/contract.

Equivalent assignment means that the tenderer must have significant experience with supplying temporary staff within (ref. the Contracting Authority's requirement specification):

Category 1: childhood and education — nursery schools and schools;

Category 2: mercantile — switchboard, payroll, accounting, HR, records, finance, assistant, consultant, etc.;

Category 3: service — cook, cleaning, caretaker; etc.;

Category 4: IT — operations and support.

Documentation requirement: list of the primary deliveries (minimum 2) or services performed during the past 3 years, including information about the value, dates, and the name of the public or private recipients with contact information for any reference collection. In addition, a brief description of the assignment content must be provided. Annex 3 — The Experience Form must be completed.

If the tenderer submitted tenders within multiple categories, this must be documented per category.

This documentation must be delivered with the tender to give the Contracting Authority security that the requirement has been met.

Requirement: a good and well-functioning quality management system is required for the services that will be provided and that is enforced in practice. The system shall have procedures as well as documented historical traceability.

The term quality management system means that the tenderer has knowledge of, for example, quality objective, planning, securing, deviation management, quality improvement, follow-up of the Working Environment Act in its entirety and follow-up of GDPR in relation to data protection.

Documentation requirement: account of the tenderer's quality management system, including also reports connected to the tenderer's routines for Working Environment Act's amendments of 1.1.2019 and GDPR in relation to data protection.

Minimum level(s) of standards possibly required:

Experience: tenderers must have experience from a minimum of 2 equivalent assignments of at least the same size within the temporary staff category the tender(s) is submitted for. For category 1, the same requirements are set, but the size of the assignments must be a minimum of 20 000 000 NOK per year per assignment/contract. For category 2, the same requirements are set, but the size of the assignments must be a minimum of 5 000 000 NOK per year per assignment/contract.

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement
Framework agreement with several operators

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

IV.2. Administrative information

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 15/05/2019 Local time: 10:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4. Languages in which tenders or requests to participate may be submitted

Norwegian

IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 15/05/2019 Local time: 10:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

Electronic invoicing will be accepted

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Bærum kommune

Town: sandvika

Country: Norway

VI.5. Date of dispatch of this notice

05/04/2019